



## MASTER FILE

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### DSSD CENSUS 2000 PROCEDURES AND OPERATIONS MEMORANDUM SERIES #N-2

MEMORANDUM FOR Susan Miskura  
Chief, Decennial Management Division

From: Howard Hogan *Howard Hogan*  
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Subject: Proposal to Create a Report of Update/Leave Deletes

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For Census 2000 there is a proposal to have the Local Census Offices (LCOs) wand in deletes identified in Update/Leave (U/L). Since these will be wanded during the U/L operation, information on deleted units will be processed earlier than the U/L address registers and maps. An adjunct to the proposal to process deletes in the LCOs is a plan to create an Undeliverable Questionnaires Report that gives the number of deletes, in total and for each enumerator. Field Division believes that this information would be useful for estimating workloads in the Nonresponse Follow-up (NRFU) operation.

The Decennial Statistical Studies Division's (DSSD) concern is that if the LCOs use the knowledge about units deleted in U/L, the follow-up of deleted units in NRFU will be biased. An NRFU enumerator with knowledge of a unit deleted in U/L could classify that unit as a delete, when in actuality it is difficult to find.

According to the rules for determining the universe for the Coverage Improvement Follow-up operation (CIFU), units receiving an action of delete both in U/L and in NRFU will not be checked in CIFU. Since these units will not be included in CIFU, coverage of housing units and of people could be negatively impacted by units deleted in NRFU without the proper scrutiny. The DSSD requires that the information about U/L deletes not be made available to the NRFU enumerations. In addition, the DSSD requests that the information about the U/L deletes not be made available to the LCOs. The workload for NRFU consists of a follow-up in mailout/mailback areas and in U/L areas on all housing units that have not mailed in a Census form. Since Update/Leave deletes are only a fraction of this workload, the best statistic for Field Division to use in estimating the workloads for NRFU would be the mail response rates.

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